



PO Box 1287 431 Quarry Road  
Columbus, MT 59019  
Phone: 406-322-8050 Fax: 406-322-8028  
[astadel@stillwatercountymt.gov](mailto:astadel@stillwatercountymt.gov)

## Application for Exempt Survey/Division of Land

### Landowner Information:

Name: _____	Address: _____
Phone: _____	Email: _____

### Landowner Information:

Name: _____	Address: _____
Phone: _____	Email: _____

*If more than two landowners, attach additional sheets*

### Surveyor/Agent Information:

Name: _____	Address: _____
Phone: _____	Email: _____

### Property Information, existing parcel(s):

*Legal description of the subject property:*

_____
_____

*General location/address of property:*

_____
_____

*How and when was the parcel created (ex: subdivision, family transfer, boundary relocation, March of 1992, etc.)?*

_____
_____



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**Type of Exemption and Reason or Justification (check appropriate exemption):**

☐ **Gift or Sale to Immediate Family Member (Family Transfer) – 76-3-207(1)(b), MCA**

Recipient(s)	Relationship to Applicant
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☐ **Agricultural Exemption (Covenant running with the land, revocable only by mutual consent of the Commission and the property owner, that the land will be used exclusively for agricultural purposes. No Structure requiring water or sewer facilities shall be utilized on this parcel) – 76-3-207(1)(c), MCA**

Description of current and proposed agricultural use:

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☐ **Relocation of Common Boundary Lines Outside of or Adjoining a Subdivision – 76-3-207(1)(a and e), MCA**

Describe or provide documentation showing the purpose for the relocation:

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☐ **Relocation of Common Boundary Lines within a Subdivision – 76-3-207(1)(d), MCA**

Describe or provide documentation showing the purpose for the relocation:

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☐ **Aggregation of Parcel or Lots – 76-3-207(1)(f), MCA**

Describe or provide documentation showing the purpose for the relocation:

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\_\_\_\_ **Utility Site Creation – 76-3-201(1)(h), MCA**

Describe or provide documentation showing the purpose for the relocation:

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\_\_\_\_ **Security or Construction (Mortgage Survey) – 76-3-201(1)(b), MCA**

Attach signed statement from lending institution confirming that the exempt parcel is necessary to secure a construction loan for buildings or other improvements on the parcel.

\_\_\_\_ **Court-Ordered Survey – 76-3-201(1)(a), MCA**

Attach a copy of the court order.

\_\_\_\_ **Other Exemption\***

Describe or provide documentation showing the purpose for the relocation:

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\*Surveys creating an easement or easements, retracing property, or that otherwise do not create new tracts or change existing tract boundaries are not required to be submitted for review but may be submitted. If submitted for review the survey must be accompanied by the appropriate fee(s).

**Required Documentation:**

- \_\_\_\_ Draft Survey. For initial review provide a digital copy in pdf format.
- \_\_\_\_ Documentation of existing recorded deeds documenting the present ownership for all affected parcels.
- \_\_\_\_ Evidence of entitlement (such as): recorded deeds, contracts, restrictions, and covenants related to all the affected properties that have been recorded at the Stillwater County Clerk & Recorder Office within the past year.
- \_\_\_\_ Proposed deeds transferring the property per the survey, if transfer of property will occur.
- \_\_\_\_ Documentation in support of the sanitation exemption(s), if applicable.
- \_\_\_\_ Survey Closure Reports



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\_\_\_ For Mortgage Surveys, documentation from lending institution confirming need.

\_\_\_ For Court-Ordered Surveys, attach a copy of the order.

Once the application and required documentation has been received, the application will be routed for review and comment. The submitting surveyor will then be contacted to address any comments. Once the necessary changes have been made by the submitting land surveyor, and confirmed by the Planning Department, the submitting surveyor will receive a signed routing form that will need to be completed prior to filing with the Clerk and Recorder. Incomplete applications will not be processed. If a claimed exemption is denied, the applicant may appeal the decision to the County Commissioners, as outlined in the Stillwater County Subdivision Regulations.

**Acknowledgements:**

I understand that the State of Montana provides that certain divisions of land, which would otherwise constitute subdivisions, are exempt from local subdivision review and approval, unless the transactions are an attempt to evade the Montana Subdivision and Platting Act (Title 76, Chapter 3, MCA).

I affirm that the proposed exemption is not an attempt to evade the Montana Subdivision and Platting Act.

I hereby certify that the above information and referenced accompaniments are true and correct to the best of my knowledge.

I understand that falsification of information in this application may be grounds for denial.

Landowner: \_\_\_\_\_ Date: \_\_\_\_\_

Landowner: \_\_\_\_\_ Date: \_\_\_\_\_

*This application must be signed by the landowner(s) of the subject property.*